



Official Minutes of the Rowlett Public Library Advisory Board

Thursday, November 9, 2017

Rowlett Public Library

5702 Rowlett Road, Rowlett, TX 75089

1. Meeting called to order by Chair Jerry Hickman at 6:32 p.m. and determined a quorum was present.
 - *Members present: Jerry Hickman, Tana Daniels, Bill Schwab, Deborah Smith, Suzanne Webster, LaToya Lewis and Vicki Stallcup-Causey*
 - *Members absent: N/A*
 - *Council Liaison: Blake Margolis*
 - *Staff present: Kathy Freiheit, Director of Library Services*
2. Chair selects voting alternate(s), if necessary.
 - *N/A*
3. Library Advisory Board orientation presentation by Staff Liaison.
 - *New Alternate member LaToya Lewis introduced and around the table introductions made.*
 - *Kathy's PowerPoint presentation included information on LAB membership structure and meetings; members' role and responsibilities; role of the staff liaison; transitions and future planning; the Library Visioning Task Force and Board representation; Library Strategic Plan with library challenges and initiatives; and useful resources (City and Library webpages, Apollo library catalog, and Library Facebook page).*
4. Consider approving the minutes from the regular meeting held October 12, 2017.
 - *Deborah S. moved to approve the October 12, 2017 meeting minutes as written; Tana D. seconded the motion.*
 - *Approved 5-0.*
5. Director's Report.
 - *Reminder: Open Meetings training deadline for new and reappointed Board members is Wednesday, November 15, 2017; completion certificates must be turned in to City Secretary's Office.*
 - *Overview and discussion of November activities; upcoming programs include:*
 - *November 11 – Family Story Time, Patriotic story time and craft in honor of Veteran's Day*
 - *November 16 – Geek Out for Adults, Table top games*
 - *November 18 – Fire Safety, Rowlett Fire Department teaches fire safety with their interactive fire safety house*
 - *November 25 – All Day Football Trivia, play football trivia and win a prize!*
 - *Kathy noted Tana's recommendation on "Kanopy" streaming video service, staff are looking into purchase; also exploring services like IndieFlix and TrueFlix.*
6. Update on Library Visioning Task Force activities.
 - *No update at this time.*
7. Public announcements: Members of the Commission and or staff may make announcements of local civic events. No member of the board or commission may discuss or take any action with regard to the announcements.
 - *No Library Advisory Board meeting in December.*
 - *Discussed holiday schedule; Library will be closed Monday & Tuesday, December 25 & 26; also closed Monday, January 1.*

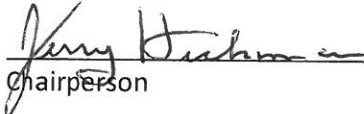
- *Main Street Fest and Tree Lighting event on December 2.*
- *Boards and Commissions Volunteer Banquet on December 7 at the RCC.*
- *Holiday Parade on December 8.*
- *If members are interested in doing a tree at Pecan Grove Park during the Trail of Trees event, please let Jerry H. know.*

8. Future Topics for next meeting.

- *Call to order*
- *Chair selects voting alternate(s), if necessary*
- *Consider approving minutes from the previous meeting*
- *Director's report*
- *Update on Library Visioning Task Force activities*
- *Public announcements*
- *Future agenda items*
- *Adjourn*

9. Adjournment.

- *Deborah S. moved to adjourn the meeting; Bill S. seconded the motion.*
- *Approved 5 – 0.*
- *Meeting adjourned at 7:53 p.m.*


Chairperson

11 JAN 2018
Date